

**Georgia State Board of Funeral Service  
Minutes**

**April 19, 2005**

**Minutes Approved at the May 10, 2005 Meeting**

The Georgia State Board of Funeral Service held its regular meeting on April 19, 2005 at 801 First Street, Columbus, Georgia. H E. Shelton, Chairman, called the meeting to order at 10:10 a.m.

Members present were: H. E. Shelton, Chairman, Lauren McDonald, David Roach, Draper Watson, Michael Fowler and Thelon Hamby.

Others Present were: Steve Lindsey, Executive Director, Janice Ross, Board Secretary, John Massey, Inspector, and Howard Fields, Inspector.

Mr. Hamby moved to approve the minutes of the March 8, 2005 meeting. Mr. Watson seconded the motion. Motion carried.

**Election of Officers**

Mr. Hamby moved to elect Michael Fowler as Chairman. Mr. Watson seconded. Motion carried. Mr. David Roach was elected Vice-Chairman by paper ballot.

Mr. Shelton resigned as Chairman and Mr. Fowler assumed the Chairmanship, effective immediately.

**New Business / Old Business / Correspondence**

**New Business**

Mr. Watson moved to decline the invitation to attend the Georgia Funeral Service Practitioners Association meeting. Mr. McDonald seconded. Motion carried with Mr. Shelton and Mr. Roach voting against the motion. The members expressed a willingness to consider meeting in conjunction with the association next year.

Mr. Hamby moved to appoint two or three members to form a Rule Committee for the purpose of reviewing board rules for recommendations to the board for amendments. Mr. Hamby and Mr. McDonald were appointed by Mr. Fowler to the Rule Committee.

Mr. Hamby moved to appoint a panel to review CEU credits. Mr. Roach seconded. Motion carried. Mr. Fowler appointed Mr. Hamby and Mr. Roach to review CEU credits for all future meetings.

**Correspondence**

Mr. Roach moved to accept for information purposes the letter from Georgia Funeral Directors Association regarding Rule 250-6-.06(2) (g). Mr. Hamby seconded. Motion carried.

**90 day grace period**

Mr. Hamby moved to approve a 90-day grace period for Leo Zeigler Funeral Home. Mr. Roach seconded. Motion carried.

Mr. Roach moved to approve a second 90-day grace period for Crematory of Forsyth. Mr. Hamby seconded. Motion carried with Mr. McDonald recusing himself from discussion and abstaining from the vote.

Mr. Roach moved to approve a second 90-day grace period for Marshall Funeral Home. Mr. Watson seconded. Motion carried.

Mr. Watson moved to approve a 90-day grace period for Mackey-Wilson-Jennings Funeral Home. Mr. Roach seconded. Motion carried.

**Continuing Education:**

Mr. Hamby moved to approve the following continuing education courses. Mr. Roach seconded. Motion carried.

<b><u>Establishment</u></b>	<b><u>Course Name</u></b>	<b><u>Date</u></b>	<b><u>Hou rs</u></b>
Selected Independent Funeral Homes	Under Forty Seminar	February 20 – 24, 2005	10
	2005 Group Meetings	Various Dates and Locations	9
The York Group	Fresh Look at the Future	March 17, 2005	8
	Focus on Your Future	May 11, 2005	14
	Fresh Look at the Future	March 16, 2005	8
Batesville Casket Company, Inc.	Meeting the Needs of Our Changing Families	Weekly	10
	Professional Arranger Development Seminar	Weekly	10
	Honoring Lives Tour Center	Daily Basis in Several Cities	2
National Funeral Directors Association	Telephone Based Learning Programs	Various Dates	
	Surviving Cremation: Operate Like It's 2010	January 27, 2005	2
	FTC Compliance		
	Need To Know Wage & Hour Comp. for Employers	March 10, 2005	2
	Avoiding OSHA Citations and Liabilities	May 5, 2005	2
	HR Management for your Funeral Home.	August 4, 2005	2
	Funeral Home and Cemetery Combos	September 15, 2005	2
	Embalming, Recon. Surgery & Airbrushing Techniques	November 10, 2005	2
		April 26 – 27, 2005	10
	Exceptional Funerals: Personalization Beyond Basics	May 3 – 4, 2005	10
	Exceptional Funerals: Personalization Beyond Basics	August 23-24, 2005	10
	Embalming, Recovering Surgery & Airbrushing Techniques	October 1, 2005	6
	Embalming, Recovering Surgery & Airbrushing Techniques		
	Site Host – Assurant Preneed, Vancouver, BC	November 15-16, 2005	10
	Site Host: Monumental Life, Baltimore, MD	March 9 – 11, 2005	16
	Site Host: Sweeney Funeral Home, Riverside, NJ	March 16 – 18, 2005	16
		April 13 – 15, 2005	16
	Site Host: NFDA, Brookfield, WI	May 11 – 13, 2005	16
	Site Host: Carmon Community Funeral Home, Inc. Windsor, CT	August 17 – 19, 2005	16
	Pre-convention Program, Chicago	October 1 – 2, 2005	8
	CPC Correspondence	(self-study)	15

Georgia Funeral Directors Association	Annual Mid-Winter Conference	January 24 – 26, 2005	10
Independent Funeral Directors of Georgia	Round Table Discussion	March 7	6
International Cemetery & Funeral Association	2005 Annual Convention & Exposition	March 30 – April 2, 2005	19.0
Aurora Casket Co., Inc.	Lifetimes – ½ day Version Various Locations	Various Dates	4
Academy of Graduate Embalmers of Georgia, Inc.	2005 Clinic	April 19-April 20, 2005	10
International Conference of Funeral Service Examining Boards, Inc.	101 <sup>st</sup> Annual Convention	April 9 – 10, 2005	7
Elite	Religion and the Funeral Director HIV/Aids Professional Ethics FTC Rules	Home Study	3 3 2 2
Aurora Casket Company	Lifetimes – ½ day Version	March 22 & 23, 2005	4
Practicum Strategies	Immediate Marketing for Funeral Directors Ethics for Funeral Directors	Home Study Home Study	4 4
The York Group	Four Disconnected Ideas: The Critical Challenges for Funeral Home Operators  Fresh Look at the Future Focus on the Future	May 15 – 18, 2005  May 5, 2005 April 27, 2005 August 17, 2005 November 9, 2005	3  8 14 14 14
SCI Management	Back Safety Defensive Driving Office Safety Bodborne Pathogens Respiratory Protection Fire Safety Hazard Communication Hearing Protection Lock Out / Tag Out Funeral Rule Course Crematory Operators Certification Program Introduction for Supervision Discovering Individual Styles of Communication Fundamental Communication Skills Polishing Your Interview Skills Managing Employee Effectiveness Effective Employee Counseling Managing the Gray Areas	Online	1.5 1.5 1.5 1.0 1.0 1.0 1.50 1.25 1.25 2.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0
National Funeral Directors & Morticians Association, Inc.	What would you do? Technology for Your Business; The Shopper – How Much do we really know about FTC Regulations	April 17, April 18, April 19	6
Alderwoods	Management Development – Feedback and Coaching	Ongoing	8
National Funeral Directors Association	How to Get What You Need from Your Employees Preventing the Most Common OSHA	April 19, 2005 July 13, 2005	2 2

	Violations in Your Funeral Home		
Jewish Funeral Directors of America	Four Disconnected Ideas: The Critical Challenges for Funeral Home Operators	May 17, 2005	3
	The Enneagram for Leaders Program: Understanding Yourself and Others	May 16, 2005	3

### **Executive Session**

Mr. Roach moved to enter into Executive Session to deliberate on applications, investigations, and Attorney General Report. Mr. Watson seconded the motion. Motion carried by Mr. Hamby, Mr. McDonald, Mr. Fowler and Mr. Shelton.

### **Appointments**

The Board interviewed applicants for changes of funeral director in full and continuous charge, changes of name and address of funeral establishments, and approval as apprentice supervisor by trade embalmer.

### **Complaints**

Mr. Hamby, Cognizant Member, presented complaints to the Board.

### **Investigations**

Agent Chuck Miller of the Enforcement Section presented investigative findings on cases to the Board.

### **Applications**

Steve Lindsey, Executive Director, presented applications to the Board.

### **Open Session**

Mr. Fowler declared the meeting open.

### **Appointments:**

Mr. Hamby moved to approve the change of name from McDonald & Rogers Funeral Home to Mason-Ward-Rogers Funeral Home. Motion seconded by Mr. Roach. Motion carried.

Mr. Hamby moved to approve the change of name from Harry L. White Funeral Home, Inc. to Scot H. Ward Funeral Services, LLC. Motion seconded by Mr. Roach. Motion carried.

Mr. Hamby moved to approve the change of name from Jamie S. Stewart Funeral Home to Jones-Stewart Funeral Home. Motion seconded by Mr. Roach. Motion carried.

Mr. Hamby moved to approve the change of name from Tapp Funeral Home to Tapp / Tim Stewart Funeral Home and Crematory. Motion seconded by Mr. Roach. Motion carried.

Mr. Hamby moved to approve Kenny Jacobs as the Funeral Director in Full and Continuous Charge of Tapp / Tim Stewart Funeral Home and Crematory. Mr. McDonald seconded. Motion carried.

Mr. Hamby moved to approve Carlten Danny Hodges as the Funeral Director in Full and Continuous Charge of Community Funeral Home. Mr. Roach seconded. Motion carried.

Mr. Hamby moved to approve Christopher Coile as the Funeral Director in Full and Continuous Charge of Hamby Funeral Home. Mr. Roach seconded. Motion carried.

Mr. Roach moved to approve Samuel Louis Allen as the Funeral Director in Full and Continuous Charge of C. M. Brown Funeral Home with him relinquishing his position as FDFCC at Marshall Funeral Home. Mr. Hamby seconded. Motion carried.

Mr. Hamby moved to approve Scot H. Ward as the Funeral Director in Full and Continuous Charge of Scot H. Ward Funeral Home, LLC. Mr. Roach seconded. Motion carried.

Mr. Hamby moved to approve Darryl Bentley, trade embalmer, as supervisor for Annie Ridgeway. Mr. Roach seconded. Motion carried.

Mr. Roach moved to approve Horis A. Ward Funeral Home, Olde Towne Chapel as a new establishment with Teisha C. Casasanta as the Funeral Director in Full and Continuous Charge. Mr. Hamby seconded. Motion carried.

Mr. Hamby moved to approve Abner Pope Dickson, Jr. as Funeral Director in Full and Continuous Charge of Pope Dickson & Son Funeral Home, Morrow, GA, by consent agreement. Mr. Hamby further moved to send the file to the Attorney General to draft the consent order. Mr. Roach seconded. Motion carried.

### **Recess**

Mr. Fowler declared a brief recess in the meeting at 12:00 p.m. so that the Board could join the meeting of the Georgia Academy of Graduate Embalmers and be introduced to the Academy.

### **Open Session**

Mr. Fowler reconvened the meeting in Open Session at 12:30 p.m.

### **Complaints**

Mr. McDonald rejoined the Board meeting after complaints had been presented, and, therefore, did not participate in the discussion of the complaints and abstained from the votes on all complaints.

### **FUN050049**

Mr. Watson moved to send this complaint to investigations. Mr. Roach seconded. Motion carried.

**FUN050050**

Mr. Watson moved to send this complaint to investigations. Mr. Roach seconded. Motion carried.

**FUN050051**

Mr. Roach moved to send this complaint to investigations. Mr. Watson seconded. Motion carried.

**FUN050052**

Mr. Watson moved to send this complaint to investigations. Mr. Roach seconded. Motion carried.

**FUN050053**

Mr. Roach moved to send this complaint to the Inspector. Mr. Watson seconded. Motion carried.

**FUN050054**

Mr. Roach moved to send this complaint to investigations. Mr. Watson seconded. Motion carried.

**FUN050055**

Mr. Roach moved to send this case to inspections. Mr. Watson seconded. Motion carried.

**FUN050056**

Mr. Roach moved to send this case to investigations. Mr. Watson seconded. Motion carried.

**FUN050057**

Mr. Roach moved to send this case to inspections. Mr. Watson seconded. Motion carried.

**FUN050058**

Mr. Roach moved to send complaint to the inspector. Mr. Watson seconded. Motion carried.

**FUN050026**

Mr. Roach moved to forward this case to the Secretary of State Securities Division and to send the case back to Investigations. Mr. Watson seconded. Motion carried.

**FUN050037**

Mr. Roach moved to send this case to the Attorney General and to the Georgia Coroners Association. Mr. Watson seconded. Motion carried.

**FUN050039**

Mr. Roach moved to allow the Funeral Home 60 days to correct the problem. If not corrected, case will be sent to the Attorney General. Mr. Watson seconded. Motion carried.

**FUN050040**

Mr. Watson moved to close this case. Mr. Roach seconded. Motion carried.

**FUN050002**

Mr. Watson moved to close this case. Mr. Roach seconded. Motion carried.

**Applications:**

Mr. Roach moved to accept the applications as presented. Mr. McDonald seconded the motion. Motion carried. All issued licenses are listed as follows:

<b><u>License #</u></b>	<b><u>Apprentice Name</u></b>	<b><u>License #</u></b>	<b><u>Embalmer Name</u></b>
FSA004439	Lewis, Carvel Clarence	EMB004396	Jones, Willie G
FSA004442	Ivey, Brian Ronald	EMB004397	Waters, Susan Ross Roberts
FSA004443	Bodiford, William Craig	EMB004398	Harbison, Walter Alexander
FSA004444	Pylant, David Richard, Jr	EMB004399	Lowe, Maxine De
FSA004445	Ore, William O.B.	EMB004400	Daughtry-Godbee, Lori Patricia
FSA004446	Martin, Patrick Justin	EMB004401	Jenkins, Robert Andra
FSA004447	Edmondson, Gemontea Jocies	EMB004402	Snell, William Ray
FSA004448	Johnson, James Thomas		
FSA004449	Cash, Alan Joseph		
FSA004450	Laney, Scotty Rowe	<b><u>License #</u></b>	<b><u>Funeral Director Name</u></b>
FSA004451	King, Wilton Burton	FD004806	Jones, Willie G
FSA004452	Vedder, Faith Mickie	FD004807	Waters, Susan Ross Roberts
FSA004453	Hall, Ronald Edwin, II	FD004808	Harbison, Walter Alexander
FSA004454	Scarborough, Beverly Carol	FD004809	Lowe, Maxine De
FSA004455	Haggins, Ronald, Jr.	FD004810	Daughtry-Godbee, Lori Patricia
FSA004456	Harris, Brandalyn LaChrista	FD004811	Jenkins, Robert Andra
FSA004457	Wimberly, Christopher Alexander	FD004812	Snell, William Ray
FSA004458	Umbehant, Courtney Adam		
FSA004459	Howard, Clinton Wade		
FSA004460	Scarbrough, Edward Foley		
FSA004462	Brock, Rory Lee		
FSA004463	Smith, Latoria Dante		
FSA004464	Bynes-Jones, Frenchye C		
FSA004465	Pollett, James Owen		

Mr. Hamby moved to deny the application for funeral director and embalmer license by reciprocity from Wisconsin for Shannon Wynette Gwin. Mr. Roach seconded. Motion carried.

Mr. Hamby moved to deny the application for funeral director and embalmer license by reciprocity from New York for Irene Elock. Mr. Roach seconded. Motion carried.

Mr. Hamby moved to deny the application for funeral director and embalmer license by reciprocity from Indiana for Jennifer M. Jarvis. Mr. Roach seconded. Motion carried.

Mr. Hamby moved to deny the application for funeral director and embalmer license by reciprocity from Tennessee for Lisa Ruth High. Mr. Roach seconded. Motion carried.

**Adjournment**

There being no further business, the meeting adjourned at 3:30 p.m.